



## SANDY SPRINGS

GEORGIA

# RESIDENTIAL PERMITTING INFORMATION SHEET

THE OWNER IS RESPONSIBLE FOR ALL ACTIVITY ON THE JOB SITE.

Permits must be posted at the road right-of-way at eye level as close to the driveway as practical. **No permit posted = no inspection performed.**

**The Noise Ordinance and legal working hours must be posted**  
on site in three (3) separate locations and in plain view:

1. In the permits box
2. On the permit box
3. Prominently located at the structure entrance

**The Code adopted by the City of Sandy Springs for residential construction includes:**

International Residential Code

International Mechanical Code

International Plumbing Code

National Electrical Code

All applicable Georgia amendments to above

Georgia Stormwater and Sediment Control Manuals

All applicable Sandy Springs Ordinances – Including Zoning and Development Regulations

### Required inspections:

Preconstruction meeting onsite:

with Land Development Officer

Footings –

after footings are dug and steel is in place

Foundation wall –

after forms and steel are in place

Rough framing –

after dry in and before insulation

Rough electrical –

after rough is in and before insulation

Rough plumbing after rough in and before insulation

**Note: pressure on waterlines and a head on the waste system**

Rough mechanical –

after rough in and before insulation

Gas line inspection –

after all gas lines are installed and pressured up

Insulation –  
installed

after insulation is installed and before any coverings are

Final electrical, mechanical, plumbing  
(or “final combo”) and/or building –

conducted when the home is finished and in move-in condition

Final site inspection –

this is due when all landscaping is completed.

**Please note: If at all possible, schedule all roughs or all finals at the same time.**

**Requesting Inspections:**

The City schedules through the on-line permitting and inspections system: <https://build.sandyspringsga.gov>

Inspections requested before 12:00 noon will be scheduled for the next business day. All inspections requested after 12:00 noon may be scheduled for the second business day.

**No building shall exceed 40 feet in height:** Measure from average grade plane to average height of roof.

Accessory structures may be located in rear or side yards only. Use standards may apply (see zoning).

The home **must** be built to the approved site plan – **any variation to approved plans must be re-submitted** for review and approved before work can begin.

**Requirements for electrical power to be supplied to the house:**

- ☐ All doors and windows will be installed and lockable
- ☐ Meter base and grounding will be installed
- ☐ One GFCI receptacle and at least one breaker should be in the panel
- ☐ And a passed temp power inspection

**Note:** No final mechanical or plumbing inspection will be performed without the gas meter.

All Certificates of Occupancy must be applied for subsequent to all required building finals and final site inspections.

**All questions regarding inspections, please call the Call Center: 770-730-5600**

Using the Call Center is the fastest way to get assistance and helps the City track your question and ensure accountability for responding to your needs

**Building Inspectors and Plan Review**

Building Officer	Robert Wheeler
Building Plans Review	John Cheek
Chief Building Inspector	<i>vacant</i>
Building Inspector	Michael Rothman
Building Inspector	Christopher Sack
Building Inspector	Jason Stevenson
Plans Coordinator	Gail Munoz
Permits Clerk	Ronnell Harper

**Land Development Inspectors**

Environmental Compliance Officer	James Sanders
Field Supervisor	Terrance Byrd
Inspector	Alex Rodriguez
Inspector	German Medina